

**A G E N D A**  
**RIO DELL CITY COUNCIL**  
**CLOSED SESSION - 5:30 P.M.**  
**REGULAR MEETING- 6:30 P.M.**  
**TUESDAY, JANUARY 18, 2011**  
**CITY COUNCIL CHAMBERS**  
**675 WILDWOOD AVENUE, RIO DELL**

*WELCOME . . . By your presence in the City Council Chambers, you are participating in the process of representative government. Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (707) 764-3532. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

**THE TYPE OF COUNCIL BUSINESS IS IDENTIFIED IMMEDIATELY AFTER EACH TITLE IN BOLD CAPITAL LETTERS**

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. ANNOUNCEMENT IN OPEN SESSION OF ITEMS TO BE DISCUSSED IN CLOSED SESSION AS FOLLOWS:
  - 1) 2011/0118.01 - REAL PROPERTY NEGOTIATIONS Property: Monument Springs (Disposition) Agency Negotiator: Ron Henrickson, City Manager (Government Code Section 54956.8)
  - 2) 2011/0118.02 - CONFERENCE WITH LABOR NEGOTIATOR; the City's Designated Representative City Manager, Ron Henrickson, Concerning Unrepresented Employees, Rio Dell Employees Association, and Rio Dell Police Officers Association (Government Code Section 54957.6)
- E. PUBLIC COMMENT REGARDING CLOSED SESSION
- F. RECESS INTO CLOSED SESSION
- G. RECONVENE INTO OPEN SESSION
- H. ORAL ANNOUNCEMENTS

## I. CEREMONIAL

- 1) 2011/0118.03 - Certificate of Appreciation to Councilmember Dunker

## J. CONSENT CALENDAR

*The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually in the next section, "SPECIAL CALL ITEMS."*

- 1) 2011/0118.04 - Approve Minutes of the December 14, 2010 Special Meeting **(ACTION)** 1
- 2) 2011/0118.05 - Approve Minutes of the January 4, 2011 Regular Meeting **(ACTION)** 4
- 3) 2011/0118.06 - Approve Release of Retention to K.G. Walters Co., Inc. in the Amount of \$174,409.67 for Work Related to the Solids and Disinfection Management Project **(ACTION)** 14
- 4) 2011/0118.07 - Ratify the Mayor's Appointments and Alternates to the External Boards/ Committees/Commissions **(ACTION)** 19
- 5) 2011/0118.08 - Ratify Appointment of Mayor and Mayor Pro Tem **(ACTION)** 21
- 6) 2011/0118.09 - Approve Progress Pay Request No. 4 (Final Pay Request) for Mercer Fraser Co. which includes Release of Retention in the Amount of 54,844.19 for Work Related to the Wildwood Ave. Paving and Pedestrian Improvement Project **(ACTION)** 22
- 7) 2011/0118.10 - Approve Resolution No. 1103-2011 Rededicating a Source of Revenue for Repayment of the State Revolving Fund Loan Project No. C-06-7401-110 **(ACTION)** 28
- 8) 2011/0118.11 - Approve Appointments to Fill the Three Vacancies on the Rio Dell Planning Commission **(ACTION)** 29
- 9) 2011/0118.12 - Approve Revised Bikeway Plan **(ACTION)** 36
- 10) 2011/0118.13 - Approve Progress Pay Request No. 2 from Wendt Construction Co., Inc. In the Amount of \$36,001.72 for Work Related to the Fireman's Park Improvement Project **(ACTION)** 40
- 11) 2011/0118.14 - Approve Fireman's Park Improvement Project Contract Amendment for Upgrade of water line from a ¾" to a 2" **(ACTION)** 44

## K. SPECIAL PRESENTATIONS

- 1) 2011/0118.13 - Humboldt Waste Management Authority – Jim Test

## L. ORDINANCES/SPECIAL RESOLUTIONS

- 1) 2011/0118.14 - Approve Resolution No. 1102-2011 Repealing Resolution No. 770 and Adopting a Revised Water Bill Claim Adjustment Policy **(ACTION)** 46

- 2) 2011/0118.15 - Public Hearing/ Approve Urgency Ordinance No, 271-2011 Establishing a Reserve Police Officer Unit to Supplement and Assist Regular Sworn Police Officers in their Duties Within the City of Rio Dell (**ACTION**) 51

M. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

- 10) "SPECIAL CALL ITEMS" from Consent Calendar
- 11) 2011/0118.16 - Public Hearing – Compensation Committee Report 56

N. PUBLIC PRESENTATIONS

*This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. Items requiring Council action not listed on this agenda will be placed on the next regular agenda for consideration, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 5 minutes.*

O. REPORTS/STAFF COMMUNICATIONS

- 1) City Manager
- 2) Finance Director
- 3) Chief of Police
- 4) Public Works Director

P. COUNCIL REPORTS/COMMUNICATIONS

Q. ADJOURNMENT

*The next Regular meeting will be on February 1, 2011  
at 6:30 PM in the City Council Chambers*

**RIO DELL CITY COUNCIL  
SPECIAL MEETING  
DECEMBER 14, 2010  
MINUTES**

The Special Meeting of the Rio Dell City Council was called to order at 5:30 p.m. by Mayor Woodall.

**ROLL CALL:** Present: Mayor Woodall, Councilmembers Marks, and Thompson

Absent: Councilmembers Barsanti and Dunker

Others Present: City Manager Henrickson, Finance Director Beauchaine, and Clerk Ralston

**SPECIAL MEETING MATTERS**

2010/1214.01- Approve Resolution No. 1101 Dedicating a Source of Revenue for Repayment of the Sewer Facility and Effluent Disposal Project RCAC Planning and Design Loan –  
Councilmember Marks asked if we were just talking about \$100,000. Finance Director Beauchaine stated that in December Council authorized a scope of services for HDR in the amount of \$100,000 and those dollars were for design. She further stated that we now need our planning loan, being funded by RCAC, increased. We originally planned on \$400,000, but now we want to increase the loan amount to \$800,000.

Beauchaine explained that the attached resolution commits the council to implementing Proposition 218 compliant rates and dedicated those revenues to repayment of the RCAC Loan.

Councilmember Marks asked if the public can stop the process, by vote and if we were obligating funds we do not know we have. Beauchaine responded that the City would not drawdown any funds until the rates were in place.

Councilmember Thompson asked if the initial \$100,000 to HDR were coming from the RCAC Loan. Beauchaine replied No that was being paid from City Reserves to be repaid at a later date.

*Motion made by Thompson/Marks to Approve Resolution No. 1101 Dedicating a Source of Revenue for Repayment of the Sewer Facility and Effluent Disposal Project RCAC Planning and Design Loan. **Motion passes 3-0***

2010/1214.02- Conduct Public Hearing / Approve Urgency Ordinance No. 270-2010 An Urgency Measure Establishing a Temporary Moratorium on the Installation of Smartmeters and Related Equipment Within the City of Rio Dell or In, Along, Across, Upon, Under and Over the Public Streets and Places Within the City of Rio Dell, and Declaring the Urgency Thereof –



**DECEMBER 14, 2010 MINUTES**  
**Page 2**

City Manager Henrickson stated that at the 12-7-2010 Council Meeting this item was requested to be brought back as an Emergency Item. City Manager Henrickson stated that he worked with the City Attorney to compile the documents before them.

Allison Talbot, PG&E Local Government Relations Representative stated that she had read the documents in the packet and she believed council did not have all the facts, and additionally Talbot believed there were areas of the Ordinance that were incorrect. She then requested postponing any action in order to give PG&E an opportunity to give a presentation to Rio Dell prior to Council taking action on this issue.

Councilmember Marks asked if there was a data gathering unit already next to the school, and she requested information on where future meters were going to be placed before the presentation. Marks also inquired as to the number of jobs that were going to be lost in the county stating she understood it was going to be 15.

Al Petrovich – Opposed waiting to take action on this item, and he stated that there is a lot of contradicting information coming from PG&E.

Bud Leonard – Agreed with Petrovich. He stated that until we see a layout of where the meters are to be, we can't see where the waves are going to go.

Councilmember Thompson and Mayor Woodall both stated they wanted to move forward with passing the moratorium. Councilmember Marks asked if moratoriums can be for just 1 month, but she also questioned the appropriateness of expelling staff costs to invoke an item and then revoking it a month later.

*Motion made by Thompson/Woodall to Establish a Temporary Moratorium on the Installation of Smartmeters and Related Equipment Within the City of Rio Dell or In, Along, Across, Upon, Under and Over the Public Streets and Places Within the City of Rio Dell, and Declaring the Urgency Thereof*

Allison Talbot - questioned that the Ordinance stated there needed to be a 4/5 majority and was that able to be done with just three council members present. City Manager Henrickson stated that was an issue, and given the commitment from PG&E to hold off installation of any meters in Rio Dell until after the January 4, 2011 public presentation meeting he recommended council move this item to the January 4, 2011 City Council meeting.

*Due to the previous discussion held Councilmember Thompson withdrew the motion due to the lack of a 4/5 majority vote, and Mayor Woodall seconded it. Consensus of the Council was to move this item to the January 4, 2011 meeting in order to have a presentation by PG&E and have councils questions answered.*

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 6:17 P.M. to the January 4, 2011 regular City Council meeting.

Attest:

---

Julie Woodall, Mayor

---

Carla Ralston, Clerk

**RIO DELL CITY COUNCIL  
REGULAR MEETING  
JANUARY 4, 2011  
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Woodall.

**ROLL CALL:** Present: Mayor Woodall, Councilmembers Barsanti, Marks, and Thompson

Absent: Councilmember Dunker

Others Present: City Manager Henrickson, Chief of Police Hill, Finance Director Beauchaine, Acting Public Works Director Jensen, Sergeant Wiener, and City Clerk Dunham

**CEREMONIAL**

Swearing In and Seating of Newly Elected Council Members

City Clerk Dunham swore in the three newly elected members to the City Council; R.L. "Bud" Leonard, Melissa Marks and Julie Woodall to four year terms ending in 2014. The newly sworn councilmembers assumed their seats on the Council.

Election of Mayor Pro Tempore

City Clerk Dunham passed ballots to council members for the election of Mayor. The results of the votes were announced by the name of the councilmember and for whom they voted. Councilmember Woodall received three of the five votes cast for the position of Mayor; both Councilmembers Marks and Leonard received one vote.

Councilmembers were then asked to vote for their choice for the position of Mayor Pro Tem by written ballot. City Clerk Dunham announced four votes were received for Councilmember Marks and one vote for Councilmember Thompson for the position of Mayor Pro Tem.

Councilmember Woodall assumed her position as Mayor and Councilmember Marks assumed her position as Mayor Pro Tem.

**CONSENT CALENDAR**

Mayor Woodall announced the items to be approved on the consent calendar and asked the staff, the public and the Council members if there was anyone who wished to have any item removed from the consent calendar for separate discussion.

Councilmember Marks asked that Items 3, 4 and 5 be removed from the consent calendar for separate discussion.

## JANUARY 4, 2011 MINUTES

### Page 2

Motion was made by Thompson/Marks to approve the consent calendar including approval of minutes of the December 7, 2010 regular meeting; minutes of the December 20, 2010 special meeting; denial of Water Bill Claim Adjustment for Mindy Henderson at 250 Monument Road in the amount of \$107.91; approval of Winzler & Kelly Agreement for Services for Scotia Annexation and approval of payment of invoice in the amount of \$4,995.12; approval of Amendment No. 1 on the Scope of Services from Winzler & Kelly for Fireman's Park Improvement Project; approval of Pay Request No. 1 for Wendt Construction Co. in the amount of \$73,305.00 for work related to the Fireman's Park Improvement Project; and authorization for the City Manager to execute the Energy Efficiency Community Block Grant (EECBG) with the County of Humboldt and adopting a special project budget in the amount of \$25,000. Motion carried 5-0; Councilmember Leonard abstained from vote on the Minutes of December 7, 2010 and December 20, 2010 and Councilmember Barsanti abstained from vote on the December 20, 2010 minutes.

### ORDINANCES/SPECIAL RESOLUTIONS

#### Public Hearing, Second Reading (by title only) and Adoption of Ordinance No. 268-2010 State Video Service Franchises Ordinance Implementing "DIVCA", the Digital and Video Competition Act of 2006

City Manager Henrickson said as stated at the last council meeting the State Legislature in 2006 passed, and Governor Schwarzenegger signed into law, the Digital Infrastructure and Video Competition Act of 2006 (DIVCA) which largely replaces the local issuance of cable television franchises with a system in which video franchises are issued by the California Public Utilities Commission. At that meeting, Councilmember Marks requested that Sean McLaughlin, Executive Director of Access Humboldt be invited to attend this meeting and answer questions.

Mr. McLaughlin was introduced and asked to make a short presentation on the proposed ordinance. Mr. McLaughlin began by explaining that the City of Rio Dell was one of the 7 jurisdictions that got together and contracted with the Buske Group to develop a plan for renewal of existing franchise agreements. During that time, Humboldt Access was created to administer the benefits associated with the Ordinance. He commented that there are currently 4 channels on Suddenlink Communications managed by Humboldt Access. He further explained that they were contracted to monitor management of the franchise agreements and with completion of the audit last year, the various jurisdictions were owed approximately \$50,000.

Mr. McLaughlin then explained the language in this proposed ordinance was prepared by the Buske Group to protect the interests of the County and local cities when local cable franchises are eventually superseded by State Video Service Franchises.

A public hearing was opened at 6:48 p.m. to receive public comment on the proposed ordinance.

There being no public comment, the public hearing was closed.

**JANUARY 4, 2011 MINUTES**  
**Page 3**

Motion was made by Thompson/Marks to conduct the second reading (by title only) and approve Ordinance 268-2010 adopting the *State Video Service Franchises Ordinance Implementing "DIVCA", The Digital and Video Competition Act of 2006*. Motion carried 5-0.

Public Hearing, Second Reading (by title only) and Adoption of Ordinance No. 269-2010 Adopting California Building Codes and Appendices and Repealing Title 15, Chapter 15.05.020 Building Codes of the Rio Dell Municipal Code

City Manager Henrickson explained that adoption of this ordinance is basically a formality since enforcement of the new building codes is mandated by the State. He said the City's Building Official, Arnie Kemp was present to answer any questions in regard to the changes in the code

Councilmember Thompson asked about the sprinkler system mandate and how it will impact our water meters; Arnie Kemp explained there are basically three systems that can be used one of which involves the installation of a double meter which will eventually need to be addressed with the public works department. He said in new subdivisions one option would be to run two separate water laterals. The estimated cost for installation of a sprinkler system in a new residence was estimated at \$6,000 - \$7,000.

Councilmember Thompson asked if there were any other big changes in the new code; Arnie said one other notable change is regarding the requirement for the installation of carbon monoxide detectors.

A public hearing was opened at 6:48 p.m. to receive public input on the proposed ordinance.

Mike Yordy asked if a second water line for the sprinkler system would need the same water pressure as a hydrant; Arnie explained the sprinkler systems would be low pressure systems and would only require 7 psi.

There being no further public comment, the public hearing closed at 6:49 p.m.

Motion was made by Marks/Leonard to conduct second reading (by title only) and approve Ordinance No. 269-2010 *Adopting California Building Codes and Appendices and Repealing Title 15, chapter 15.05.020 – building Codes of The Rio Dell Municipal Code*. Motion carried 5-0.

Public Hearing, Approve Urgency Ordinance No. 270-2011 An Urgency Measure Establishing a Temporary Moratorium on the Installation of Smartmeters and Related Equipment within the City of Rio Dell or In, Along, Across, Upon, Under and Over the Public Streets and Places Within the City of Rio Dell, Declaring the Urgency Thereof

City Manager Henrickson stated the issue regarding the installation of SmartMeters was discussed at the December 7, 2010 City Council meeting. Several questions and concerns were raised in regard to whether SmartMeters were in the best interest of the citizens. Since the City Council felt they did not have adequate information to make an informed decision, PG&E

**JANUARY 4, 2011 MINUTES**  
**Page 4**

representatives were invited back to provide a presentation and answer additional questions of the Council and public.

Alison Talbott from PG&E was introduced along with three of her colleagues. They began their presentation with an overview of the SmartMeter Program. It was explained that the Electric SmartMeter is small 1-watt radio that allows two-way communication between the customer and PG&E, which enables the customer to review their daily energy use and creates a more efficient use of energy. These meters would allow automated reading thus taking trucks off the road.

A handout was provided to Councilmembers titled "Understanding Radio Frequency" to help answer questions about potential health effects related to radio frequency emissions from the meters.

Next was review of some of the most commonly asked questions regarding SmartMeters.

Councilmember Thompson expressed concern about the safety of the SmartMeter Program primarily on the transmission of radio waves and possible effects of long term exposure. He also questioned the line of sight and transmission of intermittent signals.

Councilmember Leonard questioned the type of transmission and the band width of an individual pulse. He also asked how the access points were chosen and if the Engineers had looked at the access pattern.

Access points for gas meters were identified as Grayland Heights (PG&E pole), 10 Center St., and 203 Ogle (street light pole). Two access points were identified for electric meters as 1051 Pacific Ave. (PG&E pole) and 2020 Monument Road (PG&E pole).

Councilmember Barsanti asked the representatives present if they had SmartMeters installed at their residences and if so, for how long; one representative said his had been in for approximately 18 months and said it provides good information and allows him to see when he is experiencing a high usage.

Councilmember Marks commented on a recent article in the Times-Standard regarding electricity rates which said that small users would be experiencing a 3% increase whereas larger users would see a 2.6% decrease in rates. It was explained that this was a separate issue and that PG&E was referring to equalization of rates for the various tiers stating that the lower tier rates had been frozen since 2001.

Mayor Woodall stated that there was concern that the SmartMeter Program did not have adequate privacy controls in place and referred to correspondence she had received regarding that issue. She also questioned whether PG&E had the capacity to manage the data base and what their capabilities were in regard to controlling heating and cooling of homes from an

**JANUARY 4, 2011 MONUTES**  
**Page 5**

outside point. It was explained that that program was strictly voluntary and PG&E offered incentives such as cost savings.

Mayor Woodall also asked if PG&E could turn off meters during a "brown-out". It was explained that the power could only be shut off at the main circuit, not at the SmartMeter.

A public hearing was opened at 8:02 p.m. to receive public comment on the proposed ordinance.

Al Petrovich, 1231 Eeloa Ave. addressed the Council regarding the installation of SmartMeters and referred to his monthly PG&E bill which states there is a service agreement however when he went to the local PG&E office no one seemed to know anything about it and he was told it means nothing. He expressed concern about the number of frequency access points and the number of meters going through each of the two or three access point. He then referred to the Telecommunications Act of 1996 and said that the studies don't match with what PG&E is stating. He strongly urged the Council to approve the proposed ordinance establishing a temporary moratorium on the installation of SmartMeters and related equipment within the City of Rio Dell.

Mike Yordy commented that PG&E mentioned they would send notices to residents before installing any SmartMeters however a test meter was already installed at one of his rental properties without notification stating that the bill went up 150%. He said he had an issue with having to have a computer to monitor usage since he was basically computer illiterate.

There being no further public comment, the public hearing closed.

Motion was made by Thompson/Leonard to conduct the second reading (by title only) and approve Ordinance No. 270-2011 *Establishing a Temporary Moratorium on the Installation of SmartMeters and Related Equipment Within the City of Rio Dell or in, along, Across, Upon, Under, and Over the Public Streets and Places Within the City of Rio Dell, and Declaring the Urgency Thereof*. Motion carried 5-0.

Mayor Woodall thanked the PG&E representatives for their attendance.

Mayor Woodall called for a brief recess.

The meeting reconvened.

**SPECIAL CALL ITEMS/COMMUNITY AFFAIRS**

Approve Scope of Services with Winzler & Kelly for Completion of California Department of Fish and Game 1600 Permit

Councilmember Marks said she requested this item be removed from the consent calendar to allow Winzler & Kelly the opportunity to comment on the Scope of Services. Merritt Perry

**JANUARY 4, 2011 MINUTES**

**Page 6**

stated he had no comment other than the fact that this item relates to one of last requirements necessary to secure funding for the project.

Approve Water Bill Claim Adjustment for Chris Dazzi at 130 Webster St. in the Amount of \$245.25

Councilmember Thompson stated he reviewed the circumstances of the water claim and recommended the claim be approved for a lower amount; City Clerk Dunham explained the current policy suggests a twelve month average be used to determine the average consumption which is what the adjustment was based on.

Motion was made by Marks/Thompson to deny the water bill claim adjustment for Chris Dazzi in the amount of \$245.25.

Mayor Woodall commented that the current policy should be followed until such time the policy is changed.

Councilmember Marks stated she would recommend denial of the claim based on the current financial status of the City.

Councilmember Thompson withdrew his second on the motion therefore the motion died.

Motion was made by Barsanti/Leonard to deny the claim pending verification that the water leak was repaired. Motion carried 5-0.

Approve Water Bill Claim Adjustment for Liz Samaniego at 444 Edwards Dr. in the Amount of \$150.96

Motion was made by Councilmember Marks to deny the water bill claim adjustment for Liz Samaniego in the amount of \$150.96 because of an outstanding balance on the bill. Motion died due to the lack of a second.

Motion was made by Thompson/Leonard to approve the water bill claim adjustment for Liz Samaniego at 444 Edwards Dr. in the amount of \$150.96. Motion carried 3-2.

Approve Addendum of Contract with HDR and Notice to Proceed on Wastewater Project Design and Stipulate Type of Contract

City Manager Henrickson explained the reason for the addendum to the contract with HDR was because when the Council approved the Contract with HRD for engineering design of the wastewater facility Project No. 2 along with the Notice to Proceed, the City had not arranged for financing of the design cost. The City has now received a commitment from RCAC to finance the design cost however the approval is contingent on certain actions. As a result, the contract was amended to say that compensation for basic services shall be on a time and materials not-to-exceed basis; and that the owner discloses to the engineer the method of financing payment for Engineer's services.



## JANUARY 4, 2011 MINUTES

### Page 7

City Manager Henrickson recommended approval of the Amendment and Notice to Proceed given the time frame associated with selecting a contractor by May 1, 2011 in order to be eligible for grant funding.

Motion was made by Marks/Leonard to approve Contract Amendment No. 1 and Notice to Proceed with HDR on the engineering design of the Wastewater Project Facility Project No. 2 in an amount not to exceed \$689,985. Motion carried 5-0.

#### Draft Sanitary Sewer Management Plan

Acting Public Works Director Jensen stated the City engaged the services of Freshwater Environmental Services in October, 2010 for the preparation of a Sanitary Sewer Management Plan as directed by the State Water Resources Control Board. The Draft Plan along with the Public Compliance Notification notice was presented to Council for review only at this time. He noted that once the draft is edited and approved, they would be coming back to Council with a draft ordinance to enforce the Sanitary Sewer Management Plan's policies in accordance with the State.

#### Water Bill Claim Adjustment Policy

City Manager Henrickson stated this item was presented to the Council at the November 2, 2010 regular meeting for consideration and after discussion, the Council asked that the item come back to the Council for further discussion at a later date.

City Manager Henrickson said the question is whether the Council wants to keep the policy, amend it or repeal it. He said if the Council wants to keep the policy he would suggest the adjustment be capped at \$100.00. He said he also would have no objection to repealing the policy.

Councilmembers Barsanti and Leonard commented that they were in favor of capping adjustments at \$100.00; Councilmember Marks stated that she didn't have any objection to capping the amount however would like to see "vandalism" be eliminated as a consideration for adjustment and also language added to say that claims will only be considered if the claimant is current with payment of his/her monthly water bill as of the date of submittal.

The City Manager was directed to bring back a draft policy for consideration with the noted revisions at the next meeting.

#### Report on Sewer Rate Increase Schedule

Finance Director Beauchaine reported the City is in the planning and design stages of the Phase II Wastewater Compliance Project and in order to secure permanent funding to finance construction costs, the City must implement a Proposition 218 compliant wastewater increase to generate sufficient cash flows to fund the debt service. She then reviewed the schedule related to the proposed wastewater increase stating there would be public hearings on both February 1, 2011 and February 22, 2011 and tours of the wastewater facility on February 4 and 5<sup>th</sup>.

Receive Compensation Committee Report

City Manager Henrickson provided a power point presentation on *The Rio Dell Compensation Committee Final Report*. He began by providing background stating that the City Council contracted with CPS Human Resources Services to prepare a Salary and Classification Study for the City which was completed in October, 2010. The findings and recommendations of the study indicated that City wages and benefits fell far below the median wage levels of other local organizations. Prior to receipt of the final compensation study, the Council appointed a six member Compensation Committee charged with the task of formulating recommendations for the Council regarding a sustainable compensation program for the City. The Committee was comprised of two Councilmembers, the City Manager, the two union representatives and one department head.

After several meetings the Committee made the findings that 1) The present staffing configuration of the City does not address the major issues facing the community; 2) Present salaries and retirement benefits fall far below the area median as clearly pointed out in the CPS study; 3) The City is facing a crisis with respect to deteriorating streets, deteriorating housing stock, and the lack of a realistic economic development plan; and 4) the City does not have a defined vision and strategic plan to achieve that vision.

The three recommendations that the Committee came up with were: 1) The City adopt a vision statement and strategic plan with initiatives focused on street improvements, housing and economic development; 2) The City undertake significant increases in salaries and pension benefits as a first step to enable the City to hire and retain qualified employees; and 3) The City restructure staffing in order to address the crisis in housing, streets and economic development.

He said another area the Committee explored was possible new revenue sources including an increase in Sales Tax; a Utility User Tax; a Public Safety Assessment; a City-Wide Street Assessment; and other new revenue possibilities.

In closing, City Manager Henrickson said this is an important turning point in the history of the City and a very ambitious approach. He announced the item would come back to the Council for approval at the January 18, 2011 regular meeting and at that time, a public hearing would be conducted to allow the public to comment.

Mayor Woodall asked how information would get out to the public; City Manager Henrickson said in addition to the public hearing the report would be placed on the City's web site and notices would be posted around town. He added that a group of 12 citizens were invited to meet with him and discuss the report.

Mayor Woodall stated the report looks scary but what the City has done in the past has obviously not worked so it's time to take a leap of faith and make some drastic changes.

## **JANUARY 4, 2011 MINUTES**

### **Page 9**

Councilmember Marks commented that the report is pretty intense and she does not take it lightly however the City only has so much money to work with. She said the sad part about it is that 6 employees will lose their jobs and urged citizens to come to the meeting on the 18<sup>th</sup> and comment and offer suggestions.

Paul Hoffman, Belleview Ave. commented that the plan sounds good but he does not like to see people losing their jobs. He said he has come to City Council meetings for several years complaining about storm water problems but nothing has been done. He said the only improvements he has seen are cosmetic things like the Gateway Improvements and asked why the City does not concentrate on securing useful grants that will solve infrastructure problems.

City Manager Henrickson noted the City was recently successful in securing \$6 million in grant funding for wastewater improvements.

### **PUBLIC PRESENTATIONS**

John Lane, 1249 Riverside Dr. gave special thanks to the Public Works Department for solving a sewer problem that had been ongoing for the past 28 years at his residence stating that public works came out and discovered the problem and installed a pipe to solve the problem and prevent the sewer from running to the river.

### **REPORTS/STAFF COMMUNICATIONS**

City Manager Henrickson reported on recent meetings and activities stating that the Bathroom at the Fireman's Park was about 50% complete, and the playground equipment was delivered and would be installed in approximately 60 days.

Finance Director Beauchaine reported on recent activities in the finance department and stated the City was successful in securing the bridge loan for the planning and design of the wastewater improvement project stating the loan amount was modified from \$400,000 to \$1.5 million; and stated she was working on the Prop 218 compliant wastewater rate increase.

Acting Public Works Director Jensen reported on recent activities in the public works department stating they were busy keeping up with clearing of sewer lines and drains.

### **COUNCIL REPORTS/COMMUNICATIONS**

Councilmember Thompson commented on the Energy Grant through RCEA and asked when the project was scheduled to begin; Finance director Beauchaine said we were expected to begin the bidding process in approximately 60 days.

### **ADJOURNMENT**

**JANUARY 4, 2011 MINUTES**

**Page 10**

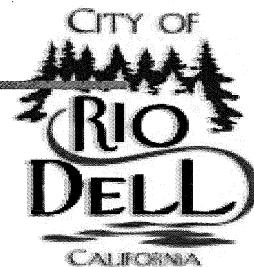
There being no further business to discuss, the meeting adjourned at 9:28 p.m. to the January 18, 2011 regular meeting.

Attest:

\_\_\_\_\_  
Julie Woodall, Mayor

\_\_\_\_\_  
Karen Dunham, City Clerk

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council

Through: Ron Henrickson, City Manager *RH*

From: Randy Jensen, Acting P.W. Director and Carla Ralston, Public Works Admin.

Date: January 18, 2011

Subject: **Solids & Disinfection Management Payment Release of Retention**

**Recommendation**

Authorize Release of 10% Retention to KG Walters Co., Inc. in the amount of **\$174,409.67** for work performed on the Solids and Disinfection Management Project.

**Budgetary Impact**

\$164,200.00 of the Retention Payment is funded by the City's State Water Resources Control Board Grant for the Solids and Disinfection Management Project, and the Change Order's Retention costs totaling \$10,209.67 are being funded from Sewer Capital funds currently budgeted for Wastewater Capital Improvements.

**Discussion**

The Solids and Disinfection Management Project is complete. The project "Notice of Completion" was filed with the County Clerk on December 13<sup>th</sup>. Since the City has received no "Stop Payment Notices" in response to the filing of the "Notice of Completion", and KG Walters has signed the required "Conditional Waiver and Release Upon Final Payment" it is now recommended that final payment for the remaining 10% Retention be released.

**Attachments**

- (1) Memorandum from Winzler & Kelley Consulting Engineers
- (2) Recorded "Notice of Completion"
- (3) "Conditional Waiver and Release Upon Final Payment"
- (4) Supporting Documentation from KG Walters



**MEMORANDUM**

*(Sent via email)*

**TO:** Rio Dell City Council  
Ron Henrickson, City Manager  
Stephanie Beauchaine, Finance Director  
Randy Jensen, Interim Public Works Director

**FROM:** Rebecca Crow, Project Manager *RC*

**DATE:** January 12, 2011

**RE:** **Solids and Disinfection Management Project Release of Retention**

**JOB #:** 01061-09-018-11212

The Solids and Disinfection Management Project is complete. The Project notice of completion was filed with the County Clerk on December 13, 2010. A copy of the recorded Notice of Completion is attached for your records. The required 35-days have expired since the filing of the notice of completion.

The City approved Pay Request No. 10 at the December 7, 2010 City council meeting, which included payment of all but the last 10% of the contracted construction costs, and documentation supporting full payment including retention. On January 3, 2011, KG Walters signed the required Conditional Waiver and Release upon Final Payment, and a copy is attached to this memo for reference.

If the City has received no stop payment notices in response to the filing of the notice of completion, we recommend final payment to KG Walters for the remaining 10% retention in the amount of \$174,409.67.

cc:

Walt Johnson, KG Walters Construction Co., Inc.  
Brad Sanders, KG Walters Construction Co., Inc.  
Dave Backman, KG Walters Construction Co., Inc.  
Merritt Perry, Winzler & Kelly

For the benefit of the City of Rio Dell  
Exempt from Recording Fees  
GC 27383

Return to:  
Winzler & Kelly  
633 Third Street  
Eureka, CA 95501

**2010-27755-1**  
Recorded — Official Records  
**Humboldt County, California**  
Carolyn Crnich, Recorder  
Recorded by RIO DELL  
Exempt from payment of fees  
Clerk: MM Total: 0.00  
Dec 13, 2010 at 11:17

**NOTICE OF COMPLETION**

NOTICE is hereby given that the undersigned, Rebecca Crow, Civil Engineer with Winzler & Kelly, 633 Third Street, Eureka, CA 95501-0417, the agent of the owner of the improvements situated in the County of Humboldt, State of California, and described as follows, to wit:

Completed work at the City of Rio Dell Wastewater Facility which included headworks screening upgrades, grit removal addition, concrete headworks structure addition, solids dewatering and sludge storage building addition, sodium hypochlorite generation, feed, and storage equipment addition, sodium bisulfate feed and storage equipment addition, demolition of existing gas chlorine and sulfur dioxide feed systems, air gap and pressurized non-potable water system addition, site grading and asphalt installation, installation of valves and process piping, and instrumentation and electrical upgrades to support the new and upgraded processes.

That the City of Rio Dell as the owner did enter into a contract with K.G. Walters Construction Co. for the construction of:

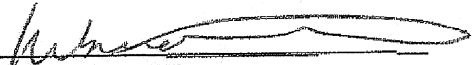
**City of Rio Dell Solids and Disinfection management Project**

That on December <sup>an</sup> 10, 2010 the said contract, as a whole, was actually completed by K.G. Walters Construction Co, Inc.

The name and address of the owner of said improvements is as follows:


City of Rio Dell  
675 Wildwood Ave.  
Rio Dell, CA 95562

Winzler & Kelly

BY   
Rebecca Crow, PE  
Project Manager

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am a Director of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

12/13/2010 Rio Dell, CA  
Date and Place

  
Ron Henrickson, City Manager

**CONDITIONAL WAIVER AND RELEASE  
UPON FINAL PAYMENT**

**California Civil Code Section 3262(d)(3)**

Job/Account # 0908

Upon receipt by the undersigned of a check from: CITY OF RIO DELL  
in the sum of \$ 174,409.67 payable to: KG WALTERS CONSTRUCTION CO INC  
and when the check has been properly endorsed and has been paid by the bank upon  
which it is drawn, this document shall become effective to release any mechanics' lien,  
stop notice or bond right the undersigned has on the job of:

RIO DELL SOLIDS & DISINFECTION MANAGEMENT PROJECT

located at: RIO DELL CA

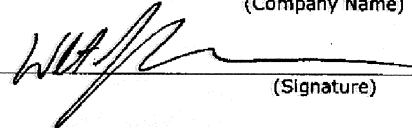
This release covers the final payment to the undersigned for all labor, services,  
equipment or material furnished on the job except for disputed claims for additional work  
in the amount of \$ 0.

Before any recipient of this document relies on it, the party should verify evidence of  
payment to the undersigned.

Date 1/3/11

KG WALTERS CONSTRUCTION CO INC

(Company Name)



(Signature)

WALT JOHNSON

(Print Name)

PRESIDENT

(Title)

**NOTE: CIVIL CODE 3262(d)(3) PROVIDES: Where the claimant is required to execute a waiver and release in exchange for, or in order to induce the payment of, a final payment and the claimant is not, in fact, paid in exchange for the waiver and release or a single payee check or joint payee check is given in exchange for the waiver and release, the waiver and release shall follow substantially the form set forth above.**



City of Rio Dell Solids and Disinfection Management Project  
Engineers Calculation for Progress Pay Request #10 for KG Walters Construction Co., Inc.  
Pay Period: August 23, 2010 through October 1, 2010  
Contractor Invoice Received: 10/13/2010 (via email)

**Bid Schedule I - Base Bid Items**

	Item Name	Contract Amount (Lump Sum)	Quantity Complete to Date	Value Complete to Date	Less 10% Retention	Amount Previously Certified for Payment	Amount Currently Due
1	General Construction of Wastewater Treatment Plant Upgrades	\$ 1,556,000.00	100.0%	\$ 1,556,000.00	\$ 155,600.00	\$ 1,329,201.00	\$ 71,199.00
2	General Construction of City Financed Project Components	\$ 39,000.00	100%	\$ 39,000.00	\$ 3,900.00	\$ 30,915.00	\$ 4,185.00
3	Furnish and Install Required Sheet piling, Shoring, and Bracing and Trench Safety	\$ 1,000.00	100%	\$ 1,000.00	\$ 100.00	\$ 900.00	\$ -
Alt	Dechlorination Metering Pump Skid	\$ 46,000.00	100%	\$ 46,000.00	\$ 4,600.00	\$ 40,005.00	\$ 1,395.00
<b>CONTRACT TOTALS</b>		<b>\$ 1,642,000.00</b>	<b>-----</b>	<b>\$ 1,642,000.00</b>	<b>\$ 164,200.00</b>	<b>\$ 1,401,021.00</b>	<b>\$ 76,779.00</b>

**Contract Change Orders**

	Item Name	Contract Amount	Quantity Complete to Date	Value Complete to Date	Less 10% Retention	Amount Previously Certified for Payment	Amount Currently Due
	CO-001	\$ 1,000.00	100.0%	\$ 1,000.00	\$ 100.00	\$ 900.00	\$ -
	CO-002	\$ -		\$ -	\$ -	\$ -	\$ -
	CO-003	\$ 438.88	100.0%	\$ 438.88	\$ 43.89	\$ 394.99	\$ -
	CO-004	\$ -		\$ -	\$ -	\$ -	\$ -
	CO-005	\$ 2,238.00	100.0%	\$ 2,238.00	\$ 223.80	\$ 2,014.20	\$ -
	CO-006	\$ 1,815.00	100.0%	\$ 1,815.00	\$ 181.50	\$ 1,633.50	\$ -
	CO-007	\$ 637.00	100.0%	\$ 637.00	\$ 63.70	\$ 573.30	\$ -
	CO-008	\$ 4,898.00	100.0%	\$ 4,898.00	\$ 489.80	\$ 4,408.20	\$ -
	CO-009	\$ -		\$ -	\$ -	\$ -	\$ -
	CO-010	\$ 1,131.50	100.0%	\$ 1,131.50	\$ 113.15	\$ 1,018.35	\$ -
	CO-011	\$ 994.33	100.0%	\$ 994.33	\$ 99.43	\$ 894.90	\$ -
	CO-012	\$ 615.00	100.0%	\$ 615.00	\$ 61.50	\$ 553.50	\$ -
	CO-013	\$ 1,210.00	100.0%	\$ 1,210.00	\$ 121.00	\$ 1,089.00	\$ -
	CO-014	\$ 1,042.68	100.0%	\$ 1,042.68	\$ 104.27	\$ -	\$ 938.41
	CO-015	\$ 49,044.11	100.0%	\$ 49,044.11	\$ 4,904.41	\$ -	\$ 44,139.70
	CO-016	\$ 12,127.68	100.0%	\$ 12,127.68	\$ 1,212.77	\$ -	\$ 10,914.91
	CO-017	\$ 1,391.01	100.0%	\$ 1,391.01	\$ 139.10	\$ -	\$ 1,251.91
	CO-018	\$ 2,000.00	100.0%	\$ 2,000.00	\$ 200.00	\$ -	\$ 1,800.00
	CO-019	\$ 2,117.50	100.0%	\$ 2,117.50	\$ 211.75	\$ -	\$ 1,905.75
	CO-020	\$ 18,762.00	100.0%	\$ 18,762.00	\$ 1,876.20	\$ -	\$ 16,885.80
	CO-021	\$ 634.00	100.0%	\$ 634.00	\$ 63.40	\$ -	\$ 570.60
<b>CONTRACT CHANGE ORDER TOTALS</b>		<b>\$102,096.69</b>	<b>-----</b>	<b>\$102,096.69</b>	<b>\$10,209.67</b>	<b>\$13,479.94</b>	<b>\$78,407.08</b>
<b>TOTALS</b>		<b>\$ 1,744,096.69</b>		<b>\$ 1,744,096.69</b>	<b>\$ 174,409.67</b>	<b>\$ 1,414,500.94</b>	<b>\$ 155,186.08</b>

---

675 Wildwood Avenue  
Rio Dell, Ca 95562  
(707) 764-3532



**CITY OF RIO DELL  
STAFF REPORT  
CITY COUNCIL AGENDA  
JANUARY 18, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Karen Dunham, City Clerk

DATE: January 18, 2011

SUBJECT: 2011-2012 Assignments of the Mayor and City Councilmembers to  
Boards/Committees/Commissions

**RECOMMENDATION**

Ratify the Mayor's appointments and alternates to the external organizations and internal advisory bodies listed on the following attachment:

**BUDGETARY IMPACT**

None

**BACKGROUND AND DISCUSSION**

It is the responsibility of the Mayor after each election to make council appointments to the various boards and committees. Attached is a list of the agencies and their respective meeting days and times and the current representatives.

**ATTACHMENTS:**

City Council Board/Committee/Commission Assignments

## CITY COUNCIL BOARD/COMMITTEE/COMMISSION ASSIGNMENTS

	<u>Appointee</u>	<u>Alternate</u>
Humboldt County Association of Governments (HCAOG) <ul style="list-style-type: none"><li>• Meets 4<sup>th</sup> Thursday at 7:00 PM in Eureka</li></ul>	Woodall	Leonard
Humboldt County Convention & Visitors Bureau Meets Quarterly for lunch (various locations)	Woodall	Leonard
Humboldt County Waste Management Authority (HCWMA) <ul style="list-style-type: none"><li>• Meets 3<sup>rd</sup> Thursday @ 7:00 PM in Eureka</li></ul>	Marks	Barsanti
Humboldt Transit Authority (HTA) <ul style="list-style-type: none"><li>• Meets 3<sup>rd</sup> Wednesday at 9:00 AM at HTA</li></ul>	Woodall	Thompson
League of California Cities (Redwood Empire Division) (LOCC) ??? <ul style="list-style-type: none"><li>• Meets Quarterly (various locations)</li></ul>		
Redwood Region Economic Development Commission (RREDC) <ul style="list-style-type: none"><li>• Meets 4<sup>th</sup> Monday at 6:30 PM in Eureka</li></ul>	Marks	Leonard
Local Agency Formation Commission (LAFCO)		
Redwood Coast Energy Authority  Meets 3 <sup>rd</sup> Monday at 3:00 PM in Eureka	Thompson	Leonard
Humboldt/Del Norte Hazardous Response Authority <ul style="list-style-type: none"><li>• Meets Quarterly at 4:30 PM in Eureka</li></ul>	Woodall	Leonard

### Internal Committees

Traffic Committee	Barsanti	Marks
-------------------	----------	-------

---

675 Wildwood Avenue  
Rio Dell, Ca 95562  
(707) 764-3532



**CITY OF RIO DELL  
STAFF REPORT  
CITY COUNCIL AGENDA  
JANUARY 18, 2011**

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Karen Dunham, City Clerk

DATE: January 18, 2011

SUBJECT: Ratifying Appointment of Mayor and Mayor Pro Tem

**RECOMMENDATION**

Officially ratify the appointments of Mayor and Mayor Pro Tem by accepting the vote by motion naming Julie Woodall as Mayor and Melissa Marks as Mayor Pro Tem for the next two years.

**BUDGETARY IMPACT**


None

**BACKGROUND AND DISCUSSION**

As a point of order at the January 4, 2011, after the announcement of the results of votes for the selection of Mayor and Mayor Pro Tem, a motion was in order to accept the vote and appoint the nominees receiving the majority of votes for Mayor and Mayor Pro Tem. As an oversight, the motion was not made. This simply formalizes those appointments.

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council  
Through: Ron Henrickson, City Manager   
From: Randy Jensen, Acting P.W. Director and Carla Ralston, Public Works Admin.  
Date: January 18, 2011  
Subject: **Wildwood Avenue Paving and Pedestrian Improvement Project Progress  
Payment Request No.4 and Final Pay Request - Release of Retention from  
Mercer-Fraser Co.**

**Recommendation**

Approve Progress Pay request No.4 to Mercer-Fraser Co. for Change Order No.3 and Final Payment of Release of Retention for the combined amount of **\$54,884.19** for work performed on the Wildwood Avenue Paving and Pedestrian Improvement Project

**Budgetary Impact**

Progress Payment Request No.4 and release of the 10% retention, is fully funded by ARRA funds made available to the City through a California Department of Transportation Grant.

**Discussion**

Construction on this project has been completed as of November 27<sup>th</sup>. The attached pay request is for all of the extra work performed by the Contractor as described by Contract Change Order No. 3 and Final Payment for the Release of Retention. The project "Notice of Completion" was filed with the County Clerk on December 13<sup>th</sup>. Since the City has received no "Stop Payment Notices" in response to the filing of the "Notice of Completion", it is now recommended that final payment and the remaining 10% Retention be released.

**Attachments:**

- (1) Memorandum from Winzler & Kelley Consulting Engineers
- (2) Progress Pay Request No.4 from Mercer-Fraser Co.
- (3) Change Order No.3 and supporting Documents
- (4) Notice of Completion



WINZLER & KELLY

MEMORANDUM

TO: Ron Henrickson, City Manager Randy Jensen, Public Works Director

FROM: Merritt Perry, Construction Manager *MP*

DATE: January 14, 2011

RE: **Wildwood Avenue Paving and Pedestrian Improvement Project  
Progress Payment Request No. 4 for Mercer-Fraser Co. – Final Pay Request  
Including Release of Retention**

JOB #: 0106109009

Construction of the Rio Dell Wildwood Avenue Paving and Pedestrian Improvement Project is complete. The contract item work was completed on September 22<sup>nd</sup> and all punch list item and extra work were completed on November 27<sup>th</sup>. On January 18<sup>th</sup>, it will have been 36 days since the notice of completion has been filed.

We have prepared the attached Progress Payment Request No. 4 for Mercer-Fraser Co., Inc. It is based on the bid schedule unit cost dollar figures in the Contractor's bids and the actual quantities of work completed. A spreadsheet is attached that includes my calculation for the payment due to the contractors as well as the contractor's original invoice.

This pay request includes all of the extra work completed by the contractor to date as authorized by Work Directives 1-5 and additional extra work described by Contract Change Order Number 3, including extra work to provide a smooth transition behind the sidewalk at northwest corner of Douglas and Wildwood Avenue, and a credit to the City for the elimination of two asphalt cores, which were included in the specifications but not necessary for testing purposes. Compensation for these changes are provided for by Contract Change Order No. 3 attached.

Provided the City has received no liens or stop notices by January 18<sup>th</sup>, we recommend payment to Mercer-Fraser Co., Inc. for Progress Pay Request No. 4 in the amount of \$54,884.19 which includes the release of the 10% retention which was required to be withheld for 35 days after the Notice of Completion was filed with the County Recorder (copy attached). We have not received notification of any liens or stop notices from the City. This payment will be the last payment that will be made to the contractor for this project. Payment to the contractors is typically due within 30 days from when the invoice is received. The current invoice was first received on January 13th.


City of Rio Dell  
Wildwood Avenue Paving and Pedestrian Improvement Project  
Contractor: Mercer-Fraser Co.  
Progress Pay Request #4

CONTRACT ITEMS

Item No.	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Quantity Complete To Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
1	Mobilization/Demobilization	1	LS	\$6,000.00	\$6,000.00	100%	\$6,000.00	\$6,000.00	\$0.00
2	Construction Area Signs	13	EA	\$200.00	\$2,600.00	13.00	\$2,600.00	\$2,600.00	\$0.00
3	Traffic Control	1	LS	\$23,000.00	\$23,000.00	100%	\$23,000.00	\$23,000.00	\$0.00
4	Storm Water Pollution Prevention	1	LS	\$500.00	\$500.00	1.00	\$500.00	\$500.00	\$0.00
5	Adjust Utility Cover to Grade	37	EA	\$350.00	\$12,950.00	37.00	\$12,950.00	\$12,950.00	\$0.00
6	Adjust Existing Manhole Cover to Grade	7	EA	\$375.00	\$2,625.00	5.00	\$1,875.00	\$1,875.00	\$0.00
7	Type G1 Drainage Inlet	1	EA	\$5,000.00	\$5,000.00	1.00	\$5,000.00	\$5,000.00	\$0.00
8	Cold Plane Asphalt Concrete (0.20" Maximum)	5620	SY	\$2.50	\$14,050.00	5620.00	\$14,050.00	\$14,050.00	\$0.00
9	Remove Concrete Curb, Gutter, and Sidewalk	650	SY	\$15.00	\$9,750.00	829.14	\$12,437.10	\$12,437.10	\$0.00
10	Class II Aggregate Base	113	CY	\$55.00	\$6,215.00	104.80	\$5,764.00	\$5,764.00	\$0.00
11	Replace Asphalt Concrete Surfacing	103	CY	\$200.00	\$20,600.00	67.31	\$13,462.00	\$13,462.00	\$0.00
12	Subgrade Repair	864	SF	\$35.00	\$30,240.00	572.00	\$20,020.00	\$20,020.00	\$0.00
13	Crack Seal Treatment	26846	LF	\$0.50	\$13,423.00	12473.00	\$6,236.50	\$6,236.50	\$0.00
14	Asphalt Concrete (Leveling Course, Type A 1/2" Max, 1 1/2" Thk.)	433	Ton	\$86.00	\$37,238.00	692.50	\$59,555.00	\$59,555.00	\$0.00
15	Asphalt Concrete (Overlay, Type A 3/4" Max, 0.15' Min. Thk.)	1545	Ton	\$83.00	\$128,235.00	1540.15	\$127,832.45	\$127,832.45	\$0.00
16	Pavement Reinforcing Fabric	15450	SY	\$6.00	\$92,700.00	14806.00	\$88,836.00	\$88,836.00	\$0.00
17	Concrete Curb and Gutter (Type A2-6)	719	LF	\$31.00	\$22,289.00	936.60	\$29,034.60	\$29,034.60	\$0.00
18	Minor Concrete (Sidewalks/Gutter Depressions/Valley Gutter)	35	CY	\$650.00	\$22,750.00	31.30	\$20,345.00	\$20,345.00	\$0.00
19	Minor Concrete (Curb Ramps/Driveway Flares)	45	CY	\$650.00	\$29,250.00	36.18	\$23,517.00	\$23,517.00	\$0.00
20	Detectable Warning Surface (Truncated Domes)	452	SF	\$35.00	\$15,820.00	355.80	\$12,383.00	\$12,383.00	\$0.00
21	Thermoplastic Pavement Markings	1924	SF	\$5.00	\$9,620.00	1831.00	\$9,155.00	\$9,155.00	\$0.00
22	4-Inch Thermoplastic Traffic Stripe	5332	LF	\$0.60	\$3,199.20	5332.00	\$3,199.20	\$3,199.20	\$0.00
23	8-Inch Thermoplastic Traffic Stripe	200	LF	\$0.60	\$120.00	200.00	\$120.00	\$120.00	\$0.00
24	Pavement Marker (Retroreflective)	166	EA	\$9.00	\$1,494.00	157.00	\$1,413.00	\$1,413.00	\$0.00
25	Reset Roadside Sign, 1-Post	5	EA	\$150.00	\$750.00	5.00	\$750.00	\$750.00	\$0.00
26	Remove Existing Bulletin Sign Post	1	EA	\$200.00	\$200.00	1.00	\$200.00	\$200.00	\$0.00
27	Rebate Existing Fire Hydrant	1	EA	\$6,000.00	\$6,000.00	1.00	\$6,000.00	\$6,000.00	\$0.00
CONTRACT TOTALS					\$517,673.00	-----	\$506,234.85	\$506,234.85	\$0.00

Item No.	Description	Contract Quantity	Unit	Unit Price	Contract Amount	Quantity Complete To Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
Change Order #1	Modification of Asphalt Specification	1	FA	\$0.00	\$0.00	1	\$0.00	\$0.00	\$0.00
Change Order #2	Work Directives 1-5	1	FA	\$20,054.57	\$20,054.57	1	\$20,054.57	\$20,054.57	\$0.00
Change Order #3	Deduction for AC Cores, Paving Behind Sidewalk at NW Corner of Douglas	1	FA	\$2,255.25	\$2,255.25	1	\$2,255.25	\$0.00	\$2,255.25
EXTRA WORK SUBTOTAL					\$22,309.82	-----	\$22,309.82	\$20,054.57	\$2,255.25
CONTRACT TOTALS					\$539,982.82	-----	\$528,544.67	\$528,544.67	\$2,255.25

Total Earned To Date \$528,544.67  
Total Retention To Date \$0.00  
Previous Payment \$473,660.48  
AMOUNT DUE \$54,884.19

Recommended by:   
Merritt Perry, Construction Manager  
Date 1/13/11

MERCER-FRASER COMPANY

PO Box 1006 • Eureka, CA 95502

Office: (707) 443-6371 • Fax (707) 443-0277

PROGRESS PAYMENT ESTIMATE

City of Rio Dell

Estimate # 4 - Final  
Month Ending: 1/13/2011  
MFCO Job No: 1779

BID ITEM	DESCRIPTION	QTY	UN	COST EACH	TOTAL COST	COMPLETE TO DATE	COMPLETE PREVIOUS	COMPLETE THIS PER	EARNED TO DATE	EARNED PREVIOUS	EARNED THIS PERIOD
<b>ORIGINAL CONTRACT</b>											
1	Mobilization / Demobilization	1.00	LS	\$ 6,000.00	\$ 6,000.00	1	1.0	0	\$ 6,000.00	\$ 6,000.00	\$ -
2	Construction Area Signs	13.00	EA	\$ 200.00	\$ 2,600.00	13.0	13.0	0.0	\$ 2,600.00	\$ 2,600.00	\$ -
3	Traffic Control	1.00	LS	\$ 23,000.00	\$ 23,000.00	1.0	1.0	0	\$ 23,000.00	\$ 23,000.00	\$ -
4	Storm Water Pollution Prevention	1.00	LS	\$ 500.00	\$ 500.00	1.0	1.0	0.0	\$ 500.00	\$ 500.00	\$ -
5	Adjust Utility Cover to Grade	37.00	EA	\$ 350.00	\$ 12,950.00	37.0	37.0	0.0	\$ 12,950.00	\$ 12,950.00	\$ -
6	Adjust Existing Manhole Cover to Grade	7.00	EA	\$ 375.00	\$ 2,625.00	5.0	5.0	0.0	\$ 1,875.00	\$ 1,875.00	\$ -
7	Type G1 Drainage Inlet	1.00	EA	\$ 5,000.00	\$ 5,000.00	1.00	1.0	0.0	\$ 5,000.00	\$ 5,000.00	\$ -
8	Cold Plane Asphalt Concrete (0.20" MAX)	5620.00	SY	\$ 2.50	\$ 14,050.00	5620.0	5620.0	0.0	\$ 14,050.00	\$ 14,050.00	\$ -
9	Remove Concrete (Curb, Gutter and Sidewalk)	650.00	SY	\$ 15.00	\$ 9,750.00	829.14	829.1	0.0	\$ 12,437.10	\$ 12,437.10	\$ -
10	Class 2 Agg Base	113.00	CY	\$ 55.00	\$ 6,215.00	104.8	104.8	0.0	\$ 5,764.00	\$ 5,764.00	\$ -
11	Replace Asphalt Concrete Surfacing	105.00	CY	\$ 200.00	\$ 21,000.00	67.31	67.3	0.0	\$ 13,462.00	\$ 13,462.00	\$ -
12	Subgrade Repair	864.00	SF	\$ 35.00	\$ 30,240.00	572.0	572.0	0.0	\$ 20,020.00	\$ 20,020.00	\$ -
13	Crack Seal Treatment	26846.00	LF	\$ 0.50	\$ 13,423.00	12473.0	12473.0	0.0	\$ 6,236.50	\$ 6,236.50	\$ -
14	Asphalt Concrete (Leveing Crse - Type A 1/2"Max, 1/2"Thk)	433.00	TON	\$ 86.00	\$ 37,238.00	692.5	692.5	0.0	\$ 59,555.00	\$ 59,555.00	\$ -
15	Asphalt Concrete (Overlay - Type A 3/4"Max, 0.15' Thk)	1545.00	TON	\$ 83.00	\$ 128,235.00	1540.15	1540.2	0.0	\$ 127,832.45	\$ 127,832.45	\$ -
16	Pavement Reinforcing Fabric	15450.00	SY	\$ 6.00	\$ 92,700.00	14806.0	14806.0	0.0	\$ 88,836.00	\$ 88,836.00	\$ -
17	Concrete Curb and Gutter (Type A2-6)	719.00	LF	\$ 31.00	\$ 22,289.00	936.6	936.6	0.0	\$ 29,034.60	\$ 29,034.60	\$ -
18	Minor Conc (Sidewalk, Gutter Depression, Valley Gutter)	35.00	CY	\$ 650.00	\$ 22,750.00	31.3	31.3	0.0	\$ 20,345.00	\$ 20,345.00	\$ -
19	Minor Concrete (Curb Ramp, Driveway Flare)	45.00	CY	\$ 650.00	\$ 29,250.00	36.18	36.2	0.0	\$ 23,517.00	\$ 23,517.00	\$ -
20	Detachable Warning Surface (Truncated Domes)	453.00	SF	\$ 35.00	\$ 15,855.00	353.8	353.8	0.0	\$ 12,383.00	\$ 12,383.00	\$ -
21	Thermoplastic Pavement Markings	1924.00	SF	\$ 5.00	\$ 9,620.00	1831.0	1831.0	0.0	\$ 9,155.00	\$ 9,155.00	\$ -
22	4-inch Thermoplastic Traffic Stripe	5865.00	LF	\$ 0.60	\$ 3,519.00	5332.0	5332.0	0.0	\$ 3,199.20	\$ 3,199.20	\$ -
23	8-inch Thermoplastic Traffic Stripe	200.00	LF	\$ 0.60	\$ 120.00	200.0	200.0	0.0	\$ 120.00	\$ 120.00	\$ -
24	Pavement Marker (Retroreflective)	166.00	EA	\$ 9.00	\$ 1,494.00	157.0	157.0	0.0	\$ 1,413.00	\$ 1,413.00	\$ -
25	Reset Roadside Sign, 1-Post	7.00	EA	\$ 150.00	\$ 1,050.00	5.0	5.0	0.0	\$ 750.00	\$ 750.00	\$ -
26	Remove Existing Bulletin Sign Post	1.00	EA	\$ 200.00	\$ 200.00	1.0	1.0	0.0	\$ 200.00	\$ 200.00	\$ -
27	Relocate Existing Fire Hydrant	1.00	EA	\$ 6,000.00	\$ 6,000.00	1.0	1.0	0.0	\$ 6,000.00	\$ 6,000.00	\$ -
<b>TOTAL ORIGINAL CONTRACT</b>				<b>\$ 517,673.00</b>	<b>\$ 517,673.00</b>	<b>98%</b>	<b>98%</b>		<b>\$ 506,234.85</b>	<b>\$ 506,234.85</b>	<b>\$ -</b>
<b>CHANGE ORDERS / PROPOSAL REQUESTS</b>											
CCO 1	Various Drainage, Concrete & Striping Changes	1	LS	20,054.57	20,054.57	1.0	1.0	0.0	20,054.57	20,054.57	\$ -
CCO 3	Paving at Burger Bar	1	LS	2,255.25	2,255.25	1.00	0	1.0	2,255.25	-	\$ 2,255.25
<b>TOTAL CHANGE ORDERS</b>				<b>\$ 22,309.82</b>	<b>\$ 22,309.82</b>	<b>100%</b>	<b>90%</b>	<b>10%</b>	<b>\$ 22,309.82</b>	<b>\$ 20,054.57</b>	<b>\$ 2,255.25</b>
<b>TOTAL ADJUSTED CONTRACT AMOUNT</b>				<b>\$ 539,982.82</b>	<b>\$ 539,982.82</b>	<b>98%</b>	<b>97%</b>	<b>0%</b>	<b>\$ 528,544.67</b>	<b>\$ 526,289.42</b>	<b>\$ 2,255.25</b>
<b>TOTAL AMOUNT DUE</b>										<b>\$ 528,544.67</b>	<b>\$ -</b>
<b>RETENTION 0%</b>										<b>\$ -</b>	<b>\$ -</b>
<b>SUBTOTAL</b>										<b>\$ 528,544.67</b>	<b>\$ 528,544.67</b>
<b>LESS AMOUNT PAID TO DATE</b>										<b>\$ 473,660.48</b>	<b>\$ 473,660.48</b>
<b>AMOUNT DUE THIS PAY REQUEST</b>										<b>\$ 54,884.19</b>	<b>\$ 54,884.19</b>

Approved By:  MERCER-FRASER COMPANY





## CHANGE ORDER

PROJECT:  
**CITY OF RIO DELL**  
**WILDWOOD AVENUE PAVING AND PEDESTRIAN**  
**IMPROVEMENT PROJECT**

CHANGE ORDER No.: 3

DATE: JANUARY 13, 2011

PAGE: 1 OF 2

CONTRACTOR: **Mercer-Fraser Company**

**DESCRIPTION of CHANGE: See Attached Work**  
**Directives**

No.	DESCRIPTION	AMOUNT
1	Deduction for Elimination of Concrete cores – Two asphalt cores were required as a part of the project specifications. However, these cores were not desired by the City and were not required for testing purposes therefore the contractor was directed to not complete the cores as specified in the special provisions. A lump sum deduction in the amount of \$297.76 will be made to credit the City for work not required of the contractor.	\$-297.76
2	Patch Pavement behind retaining curb at northwest corner of Douglas Street. In order to match the existing grades behind the sidewalk, it was necessary to remove the existing asphalt, complete transition grading and re-pave a 5 foot strip behind the new sidewalk at the corner of Douglas Street and Wildwood Avenue. This work was done at the request of the City and will be compensated on a time and materials basis.	\$2,553.01
<b>TOTAL</b>		<b>\$2,255.25</b>

ADJUSTMENT OF CONTRACT SUM		ADJUSTMENT OF CONTRACT TIME	
Original Contract Sum	\$517,673.00	Original Contract Time	70 Days
Prior Adjustments	\$20,054.57	Prior Adjustments	48 Days
Contract Sum Prior to this Change	\$537,727.57	Contract Time Prior to this Change	118 Days
Adjustment for this Change	\$2,255.25	Adjustment for this Change	0 Days
Revised Contract Sum	\$539,982.82	Revised Contract Time	118 Days

CONTRACTOR WAIVERS ANY CLAIM FOR FURTHER ADJUSTMENTS FOR THE CONTRACT SUM AND THE CONTRACT TIME RELATED TO THE ABOVE –DESCRIBED CHANGE IN THE WORK.

ENGINEER  
RECOMMENDED BY:

DATE:

OWNER

APPROVED BY:

DATE:

CONTRACTOR

ACCEPTED BY:

DATE:

For the benefit of City of Rio Dell  
Exempt from Recording Fees  
GC 27383

Return to:  
Winzler & Kelly  
633 Third Street  
Eureka, CA 95501

**2010-27756-1**  
Recorded — Official Records  
**Humboldt County, California**  
Carolyn Crnich, Recorder  
Recorded by RIO DELL  
Exempt from payment of fees  
Clerk: MM Total: 0.00  
Dec 13, 2010 at 11:17

**NOTICE OF COMPLETION**

NOTICE is hereby given that the undersigned, Merritt Perry, Civil Engineer with Winzler & Kelly, 633 Third Street, Eureka, CA 95501-0417, the agent of the owner of the improvements situated in the County of Humboldt, State of California, and described as follows, to wit:

Completed the furnishing of all labor, plant, equipment and supervision for the construction of the project. The work generally includes, but is not limited to cold planing existing asphalt concrete pavement, replacement asphalt concrete, paving, crosswalks, curb ramps, and thermoplastic striping.

That the City of Rio Dell as the owner did enter into a contract with Mercer-Fraser Construction Company, Inc. for the construction of:


**Wildwood Avenue Paving and Pedestrian Improvement Project**

That on November 27, 2010 the said contract, as a whole, was actually completed by Mercer-Fraser Company, Inc.

The name and address of the owner of said improvements is as follows:

City of Rio Dell  
675 Wildwood Avenue  
Rio Dell, CA 95562-1597

Winzler & Kelly, Consulting Engineers

BY   
Merritt Perry, PE  
Project Manager

Verification for NON-INDIVIDUAL owner: I, the undersigned, declare under penalty of perjury under the laws of the State of California that I am the City Manager of the aforesaid interest or estate in the property described in the above notice; that I have read the said notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

12/19/2010 Rio Dell, CA  
Date and Place

  
(Ron Henrikson, City Manager)

---

675 Wildwood Avenue  
Rio Dell, CA 95562



## STAFF REPORT

TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Stephanie Beauchaine, Finance Director

DATE: January 18, 2011

SUBJECT: Resolution 1103-2011 rededicating net revenues of the Sewer Funds to payment of any and all Clean Water State Revolving Fund Program financing.

### RECOMMENDATION

Staff recommends that council approve Resolution 1103-2011 rededicating net revenues of the Sewer Funds to payment of any and all Clean Water State Revolving Fund Program financing on the City of Rio Dell Wastewater System Improvement Project

### BACKGROUND AND DISCUSSION

The City is in process of filing for a financial assistance agreement application, not to exceed \$15,000,000.00 (expected to total \$12.8 million) with the State Water Resources Control Board for the Wastewater Effluent Disposal and Facilities Project and is required to submit a resolution of the City Council designating funds for repayment of any loans approved by the SWRCB. Approval of this resolution is a requirement of the application process.

The City will subsequently propose and adopt a new Prop 218 compliant rate structure to make any debt service payments required.

**RESOLUTION NO. 1103-2011**

**RESOLUTION OF THE RIO DELL CITY COUNCIL  
REDEDICATING A SOURCE OF REVENUE FOR REPAYMENT OF THE  
STATE REVOLVING FUND LOAN PROJECT NO. C-06-7401-110**

**WHEREAS**, the City of Rio Dell ("City") has determined that there is a need to improve the City's wastewater treatment and disposal system to serve the City's current and other potential future customers, and

**WHEREAS**, the City will make original expenditures estimated at \$13 million for said work from the improvement district funds and has arranged to obtain cost-effective financing arrangements, including a State Revolving Fund Loan Project No. C-06-7401-110.

**NOW, THEREFORE BE IT RESOLVED** the Rio Dell City Council hereby dedicates net revenues of the Sewer Operations, Sewer Capital and Sewer Debt Service Funds to payment of any and all Clean Water State Revolving Fund Program financing on the City of Rio Dell Wastewater System Improvement Project No. C-06-7401-110. This dedicated source of revenue shall remain in effect throughout the term of such financing unless modification or change or such dedication is approved in writing by the State Water Resources Control Board.

**I HEREBY CERTIFY** that the foregoing is a true and complete copy of a resolution duly and regularly adopted by the Rio Dell City Council at a regular meeting of said Council held on the 18<sup>th</sup> day of January, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Julie Woodall, Mayor

ATTEST:

\_\_\_\_\_  
Karen Dunham, City Clerk

---

675 Wildwood Avenue  
Rio Dell, CA 95562



TO: Mayor and Members of the City Council

THROUGH: Ron Henrickson, City Manager

FROM: Karen Dunham, City Clerk

DATE: January 18, 2011

SUBJECT: Appointment for Vacancies on the Rio Dell Planning Commission

### **RECOMMENDATION**

Approve re-appointment of Alice Millington and Andrew Gonzales to the Rio Dell Planning Commission for three year terms ending December 31, 2013, and approve appointment of Gordon Johnson to fill the remainder of the term ending December 31, 2012.

### **BUDGETARY IMPACT**

None

### **BACKGROUND AND DISCUSSION**

There are currently three (3) vacancies on the Rio Dell Planning Commission as the result of one recent resignation and two expired terms

As you are aware, the procedures for appointments by the City Council for vacant positions on Boards or Commission as set forth in Resolution No. 822.1-2002, allows applicants the opportunity to make a short presentation to the Council at a public meeting.

Provided there are no objections or questions from the Council, we are asking that the Council simply forego balloting and approve the re-appointment of the two members whose terms expired on December 31, 2010 and approve the appointment of Gordon Johnson to fill the remaining term of Bud Leonard since there have been no other applicants wishing to be considered for appointment at this time.

CITY OF RIO DELL  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532

RECEIVED  
JAN - 3 2011  
CITY OF RIO DELL

APPLICATION FOR COMMISSION/BOARD

NAME Alice M. Wington DATE 12/31/10  
ADDRESS 378 Wildwood HOME PHONE 764-4081  
Rio Dell BUSINESS PHONE 764-4081

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Planning Commission

OCCUPATION

R.E. Broker

HOW LONG HAVE YOU LIVED IN RIO DELL?

21 yrs total

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES

animal rescue & welfare; R.D. "PAL" prog;  
litter cleanup; local business owner;  
2010 census enumerator; traffic committee

ADDITIONAL PERTINENT INFORMATION/REFERENCES

6 years on Rio Dell Plan. Comm.

EDUCATION

Bachelor's Degree + Cert. in  
Real Estate; Broker lic. 25 yrs

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

20 years in the business of  
real estate provides me with a  
different but very relative, approach  
to planning.

2) What special talents/experience/education do you possess that will be useful in this position?

same as above

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562



RECEIVED

1-12-11 (RD)

CITY OF RIO DELL  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532

APPLICATION FOR COMMISSION/BOARD

NAME Andrew Gonzales DATE 1/12/11  
ADDRESS 153 Elko Street HOME PHONE 707/764/3894  
Rio Dell CA 95562 BUSINESS PHONE 707/599-4611

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Planning Commission

OCCUPATION Firefighter

HOW LONG HAVE YOU LIVED IN RIO DELL? Since April 2007

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES I work as  
A firefighter, & also volunteer as one.

ADDITIONAL PERTINENT INFORMATION/REFERENCES

Laura Lewis 707/499-4845

Dave Gonzales 707/599/5845

EDUCATION Some college, Several years of

Training and classes specific to my work.



Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

Having Lived in Rio Dell, I have grown to care about our community I believe Rio Dell can be so much more than what it is, I believe the only way to make a change is to get involved.

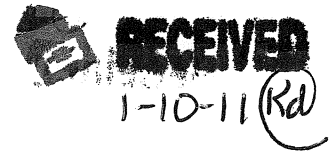
2) What special talents/experience/education do you possess that will be useful in this position?

I have served on this commission for the majority of last year. Additionally my job as a firefighter gives me unique access to plans for buildings and zones.

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562

CITY OF RIO DELL  
675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



APPLICATION FOR COMMISSION/BOARD

NAME Gordon E. Johnson DATE 1/10/11  
ADDRESS 165 Sequoia Ave. HOME PHONE 764-3050  
Rio Dell BUSINESS PHONE —

I AM INTERESTED IN SERVING ON THE FOLLOWING BOARD/COMMISSION:

Planning Commission

OCCUPATION Civil Engineer

HOW LONG HAVE YOU LIVED IN RIO DELL? 32+ yrs.

PROFESSIONAL AND/OR COMMUNITY ACTIVITIES I am a registered

civil engineer and a general engineering contractor  
in CA.

ADDITIONAL PERTINENT INFORMATION/REFERENCES I was a

City Engineer/Dir. of Public Works for 2 yrs and served  
as a City Staff member for the Planning Comm.

EDUCATION BS Civil Engineering from Humboldt State  
College (1968). I generally take a couple of  
seminars each year in the fields of: surveying, construct,  
law, etc.

Please answer the following two questions:

1) Why are you interested in serving on this board/commission?

Our family has been fortunate to live in Rio Dell for 32 years. My work has generally kept me out of town during the work week. Now that I am semi-retired I have the opportunity to spend more time at home and become more involved in the community as a volunteer.

My only "agenda" is to serve as a volunteer to help keep Rio Dell a great place to live.

2) What special talents/experience/education do you possess that will be useful in this position?

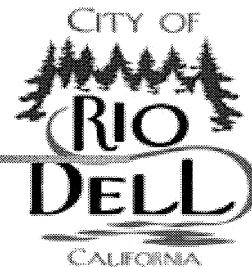
During my 30-year career with the California Dept. of Transportation I have worked with various regulatory agencies (WQCB, F&G, Coastal Comm, etc)

As a City Engineer I was a resource for the city council & planning comm.

Like most engineers I enjoy solving problems.

Note: A Resume may be attached

Return form to the City of Rio Dell at 675 Wildwood Ave., Rio Dell, CA 95562



*675 Wildwood Avenue*

*Rio Dell, CA 95562*

*(707) 764-3532*

TO: Honorable Rio Dell City Council  
FROM: Ron Henrickson, City Manager *PH*  
DATE: January 18, 2011  
SUBJECT: Approval of Revised Bikeway Plan  
ATTACHMENT: Proposed Revised Priority Plan  
Table 4.7.1  
Map  
Bikeway Classifications

**Council Action:**

A. By motion move to approve the bikeway plan.

**City Manager recommendation:** Approve the proposed plan.

**Background:**

The County is updating the master bikeway plan and has requested the City make any changes to the existing plan, reference Table 4.7.1 attached. Based on the input of W&K, Chief Hill and staff, it is recommended that improvements to Davis Street be ranked first, Bellevue Street second and Ireland third. Please note that the School Access Trail has been constructed.

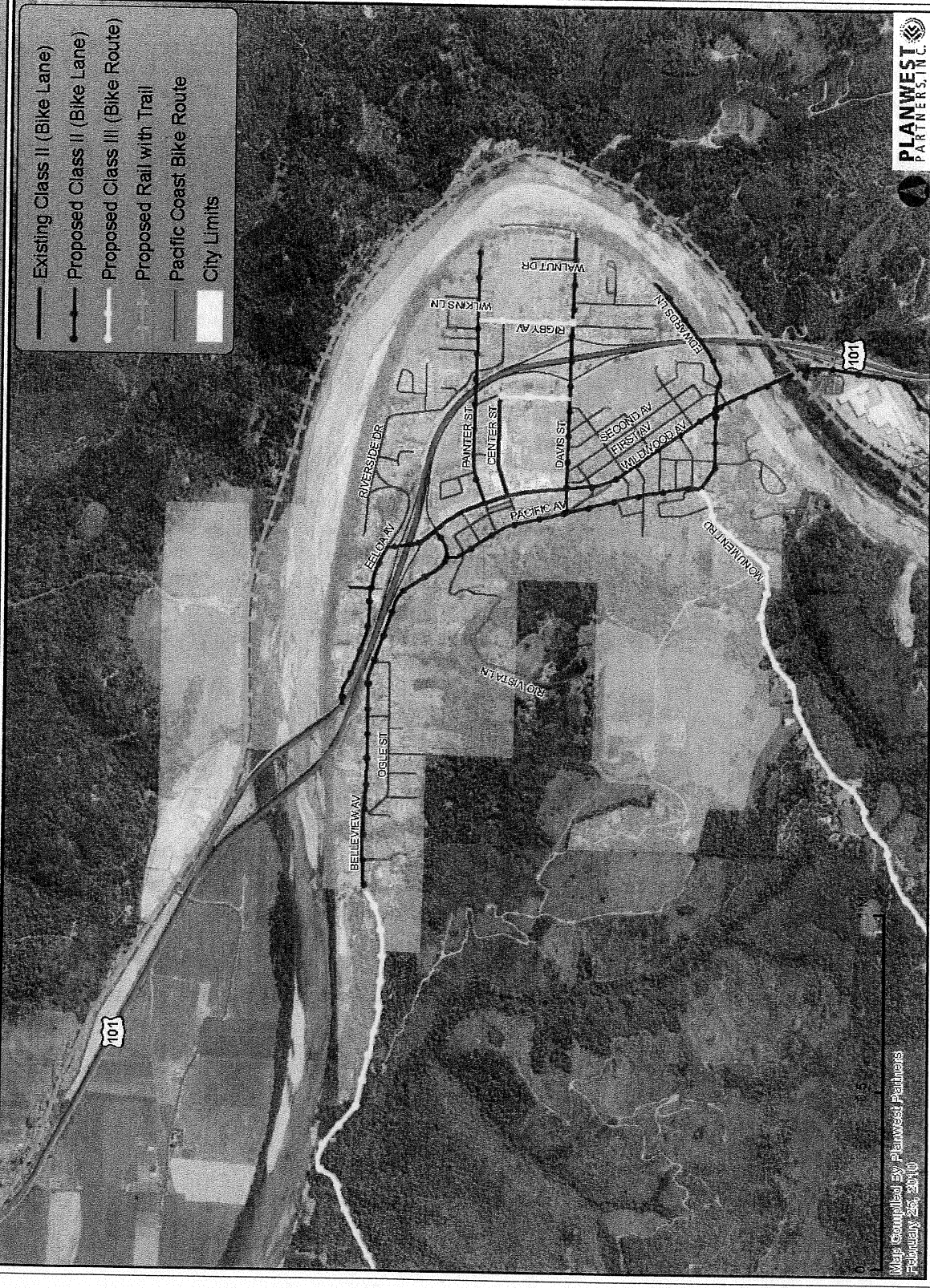
The City does not expect any funding in the near future to address these projects; however, priorities should be established.

Please note the actual revised plan will be distributed at the January 18<sup>th</sup> meeting.

TABLE 4.7.1 CITY OF RIO DELL PROPOSED BIKEWAYS

						Project Score (12 max) <sup>2</sup>		Agency Capacity Universal
Proposed Project Corridor/Street	From	To	Proposed Bikeway Class <sup>1</sup>	Length (miles)	Estimated Cost (2010 dollars)	Project included from 2004 Plan	Local (L) Regional (R)	
School Access Trail	Back of School	Davis Street	I	0.2	\$ 57,292	✓	L	
Access Trail	Gunnerson Lane	Edwards Drive	I	0.1	\$ 9,000	✓	L	
Center Street (south side only)	Wildwood Avenue	Ireland Avenue	II	0.3	\$ 5,840	✓	L	
Davis Street	Wildwood Avenue	Rigby Avenue	II	0.5	\$ 35,700	✓	R	
Main Street/ Wildwood	US 101 - Eeloa Ave	Davis Street	II	0.6	\$ 46,875	✓	R	
Painter Street	Wildwood Avenue	Rigby Avenue	II	0.5	\$ 29,040	✓	L	
Bellevue St.	Main St.	West City Limit	III	1.3	?	✓	R	
Ireland Street	Center St.	Davis St.	III*	0.2	\$ 490	✓	L	
Main Street	Eeloa Ave.	US 101	III	0.3	\$ 494	✓	R	
Main Street/ Wildwood Ave.	Davis Street	South City Limit	III*	0.7	\$ 1,750	✓	R	
Rigby Avenue	Davis Street	Painter St.	III*	0.3	\$ 675	✓	L	

# City of Rio Dell



### 3. BICYCLE SYSTEM DESIGN FACTORS

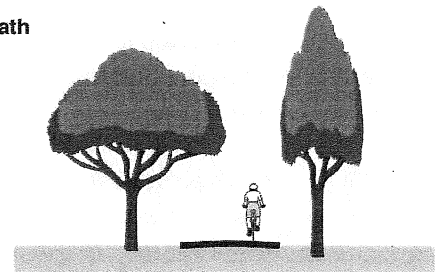
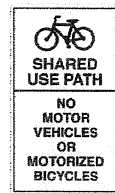
This chapter discusses major factors to be considered when designing a bicycle system. The chapter first defines the different bikeway classes (i.e., Class I, II, and III), plus two modified classes proposed in this Bike Plan (Enhanced Class III and Rural Route Class iii). The chapter then discusses the different demands that commuter and recreational bicyclists have. Then we present accident data on collisions involving bicyclists. Streets and intersections with high accident rates are often priority candidates for improvements. This chapter also presents opportunities and constraints for the regional system; it ends by summarizing the public outreach and public comments that have informed this Bike Plan Update. Public comments indicate directly the demand for particular bicycle facilities.

#### BIKEWAY CLASSIFICATIONS

Caltrans classifies bikeways into three primary classes:

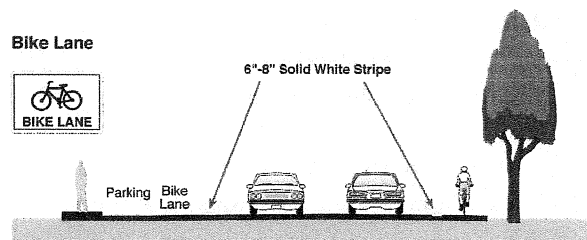
**CLASS I BIKEWAY** – Class I bikeways are typically referred to as **multi-use** or **shared use paths**. They are paved and separated from streets and highways. For a two-way path, the minimum width is 8 feet (2.4 meters) (per Caltrans design criteria). Class I bikeways are shared by bicyclists and pedestrian, and in some cases equestrians. They are popular with novice cyclists; experienced bicyclists may avoid these paths to avoid conflicts with multiple users.

Shared Use Path

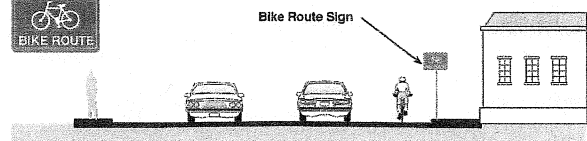


**CLASS II BIKEWAY** – Class II is often referred to as a **bike lane**. It is striped and stenciled lane for one-way travel on a street or highway. When properly designed, bike lanes make motorists more aware of bicyclists. The minimum width of a lane is 4 feet (1.2 meters), or 5 feet (1.5 meters) if the lane is next to a curb or parked cars.

Bike Lane



Bike Route Signed Shared Roadway



**CLASS III BIKEWAY** – Generally referred to as a **bike route**, Class III bikeways are signed to indicate that bicyclists share the roadway with motor vehicles, and sometimes pedestrians (not recommended). These are recommended to connect where there are gaps in Class I or Class II bikeways.

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council

Through: Ron Henrickson, City Manager

From: Carla Ralston, Public Works Admin.

Date: January 4, 2011

Subject: **Rio Dell Fireman's Park Improvement Project Progress Payment Request No.2  
from Wendt Construction Co., Inc.**

### **Recommendation**

It is recommended that Council Authorize Payment of Progress Pay request No.2 to Wendt Construction Co., Inc. in the amount of \$36,001.72 for work performed on the Rio Dell Fireman's Park Improvement Project as recommended by the City Engineer.

### **Budgetary Impact**

Progress Payment Request No.2 in the amount of \$36,001.72 is fully funded by the City's Per Capita Grant Program Bond Act of 2002 and takes into account 10% for retention.

### **Discussion**

The construction on this project is 70% complete. The contractor has completed the masonry work and the roof trusses and sheeting are in place. Substantial progress has been made on the plumbing and electrical systems, while installations of the roof and skylights have been completed. The pay request is based on the bid schedule lump sum breakdown provided by the Contractor and the actual quantity of work completed.

### **Attachments:**

- (1) Memorandum from Winzler & Kelley Consulting Engineers
- (2) Progress Pay Request No.2 from Wendt Construction Co., Inc. and supporting documents





WINZLER & KELLY

MEMORANDUM

**TO:** Ron Henrickson, City Manager  
**FROM:** Merritt Perry  
**DATE:** January 13, 2011  
**RE:** **Rio Dell Fireman's Park Improvement Project Status Update and Progress Payment Request No. 2 for Wendt Construction Co., Inc.**  
**JOB #:** 0106110005

Construction of the Rio Dell Fireman's Park Improvement Project approximately seventy percent complete. The construction of the project is moving ahead as expected and the contractor anticipates the completion of the project within the allowed schedule. Since the last pay request, the roof and skylights have been installed and there has been significant progress on the plumbing and electrical.

We have reviewed the attached Progress Payment Request No. 2 for Wendt Construction Co., Inc. It is based on the bid schedule unit cost dollar figures in the Contractor's bid and the deductions incorporated into the contract by Contract Change Order 1, and the actual quantities of work completed. A copy of Change Order 1 is attached for reference as well as contractors as well as the contractor's original invoice and lump sum item breakdown.

We recommend payment to Wendt Construction Co., Inc. for Progress Pay Request No. 2 in the amount of \$36,001.72 at this time. This amount takes into account 10% retention to be withheld until the project is complete. Payment to the contractors is typically due within 30 days of the completed progress pay request. This progress pay request was received on January 7th. You will notice that the amounts vary from the contractor's invoice. This is because the contractor's invoice provides percent complete of the various items which make up the one, lump sum item that includes all work included in the contract which was rounded in the calculation of the percent complete of the lump sum item. Additionally the contractor's invoices do not include the retention required by the contract.

Please don't hesitate to contact me if you have any questions regarding the project progress or this pay request.

City of Rio Dell  
Fireman's Park Improvement Project  
Wendt Construction  
Progress Estimate #2

CONTRACT ITEMS									
Item No.	Description	Contract Quantity	Units	Unit Price	Contract Amount	Quantity Complete to Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
1	RESTROOM BUILDING, SITE AND UTILITY IMPROVEMENTS	1	LS	\$190,980.00	\$190,980.00	69.31%	\$132,368.24	\$88,770.88	\$43,597.36
BASE BID TOTAL					\$190,980.00	-----	\$132,368.24	\$88,770.88	\$43,597.36

CONTRACT CHANGE ORDERS									
Change Order No.	Description	Contract Quantity	Units	Unit Price	Contract Amount	Quantity Complete to Date	Amount Complete To Date	Amount Previously Certified for Payment	Amount Currently Due
1	ELIMINATE HIP ROOF, MODIFY SKYLIGHTS, FIXTURES AND GRADING	1	LS	-\$15,750.00	-\$15,750.00	69.31%	-\$10,916.33	-(7,320.88)	-(3,595.45)
WORK DIRECTIVE #1 TOTAL					-\$15,750.00	-----	-\$10,916.33	-\$7,320.88	-\$3,595.45
TOTAL BASE BID+ CHANGE ORDER #1					\$175,230.00		\$121,451.91	\$81,450.00	\$40,001.91

Total Earned To Date \$121,451.91  
Total Retention To Date \$12,145.19  
Previous Payment \$73,305.00

**Amount Due This Estimate \$36,001.72**

Recommended by:

*M. At Perry*

Merritt Perry, Project Manager

1/13/2011

Date

**WENDT CONSTRUCTION CO., INC.**

1660 NEWBURG ROAD  
FORTUNA, CA 95540  
(707) 725-5641 LIC. #622738

# Invoice

DATE	INVOICE #
1/7/2011	14034

<b>BILL TO</b>
City of Rio Dell 675 Wildwood Ave Rio Dell CA 95562

P.O. NO.	TERMS	DUE DATE	PROJECT
	Net, 10 days	1/17/2011	

DATE	ITEM	HRS/UNIT	EMPLOYEE	DESCRIPTION	RATE	AMOUNT
	SKYL... PLUMB ELEC ROOF L			FIREMAN'S PARK IMPROVEMENTS PROGRESS BILLING #2: SKYLIGHTS (2.28%) PLUMBING (5%) ELECTRICAL (3%) ROOF (2.54%) LABOR (10%)	4,000.00 8,762.50 5,257.50 4,448.00 17,525.77	4,000.00 8,762.50 5,257.50 4,448.00 17,525.77
<b>Total</b>						\$39,993.77

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council

Through: Ron Henrickson, City Manager *RJA*

From: Carla Ralston, Public Works Admin.

Date: January 18, 2011

Subject: **Rio Dell Fireman's Park Improvement Project Contract Amendment**

**Recommendation**

Authorize the City Manager to sign the Rio Dell Fireman's Park Improvement Project Contract Amendment with Wendt Construction Co., Inc. to upgrade the water service line from a  $\frac{3}{4}$  in. to a 2 in. water line as recommended by the City Engineer.

**Budgetary Impact**

At this time staff is awaiting the bid estimate from the contractor. This item is expected to be added prior to Tuesday's City Council Meeting along with the budgetary information.

**Discussion**

In order to meet the water flow demand associated with the upgraded number of stalls and sinks in the new park bathrooms, it is necessary to increase the water service line from a  $\frac{3}{4}$  in. line to a 2 in. line.

Bid estimate - Wendt Const

+

Change Order Wn K to  
be presented at meeting.

---

675 Wildwood Ave.  
Rio Dell, CA 95562



**CITY OF RIO DELL  
STAFF REPORT  
CITY COUNCIL AGENDA**

TO: Mayor and Members of the City Council  
THROUGH: Ron Henrickson, Interim City Manager  
FROM: Karen Dunham, City Clerk  
DATE: January 18, 2011  
SUBJECT: Water Bill Claim Adjustment Policy

**RECOMMENDATION**

The Council approves Resolution No. 1102-2011 Adopting a Revised Water Bill Claim Adjustment Policy.

**BUDGETARY IMPACT**

**BACKGROUND AND DISCUSSION**

The current Water Bill Claim Adjustment Policy was placed on the January 4, 2011 agenda for discussion purposes. At that time, the City Council directed the City Manager to bring back at this meeting, a draft resolution reflecting the recommended revisions as discussed. There were three changes to the current policy under Resolution No. 770 as follows:

1. The maximum adjustment amount will be capped at \$100.00.
2. "Vandalism" will be eliminated as a consideration for adjustment.
3. The claim will only be considered if the claimant is current with payment of his/her monthly water bill as of the date of submittal.

**ATTACHMENTS:**

Draft Resolution No. 1102-2011  
Revised Water Bill Adjustment Claim Form

RESOLUTION NO. 1102-2011

A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF RIO DELL REPEALING RESOLUTION  
NO. 770 AND ADOPTING A REVISED WATER  
BILL CLAIM ADJUSTMENT POLICY

WHEREAS, the City Council of the City of Rio Dell has a policy of adjusting water bills of rate payers under certain limited circumstances; and

WHEREAS, Title 13, Chapter 13.05.030 of the Rio Dell Municipal Code permits the City Council to establish procedures for water bill disputes and Resolution No. 770 was adopted to establish a policy for formalizing the adjustment of water bills; and

WHEREAS, it is the desire of the City Council to repeal and replace Resolution No. 770 to reflect a change in the procedures for resolving water bill adjustment claims.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIO DELL, CALIFORNIA AS FOLLOWS:

SECTION 1. Claims for adjustment of water bills will only be reviewed if the amount of the claim is for ten dollars (\$10.00) or more. Claims for less than this amount will not be considered.

SECTION 2: Regardless of the amount of the disputed bill, no claim will be approved over the amount of one-hundred dollars (\$100.00).

SECTION 3: Claims for adjustment of water bills may be presented, reviewed, settled, and approved by the City Manager of the City of Rio Dell without further approval of the City Council under the following circumstances and under the following conditions:

- a. Only one (1) claim for adjustment shall be allowed in any 24 month period.
- b. Claims shall be allowed only on sufficient proof to the City Manager that the claimant has incurred an extraordinarily high water bill by reason of excessive use of water due to an undetected water line break or leak, or excusable neglect.
- c. Claims shall only be allowed in circumstances in which extraordinarily high water bill exceeds the average monthly water bill by ten dollars (\$10.00) or more based on the previous 12 month water consumption at the metered location or any reasonable formula deemed appropriate at the City Manager's discretion.

- d. The amount of the adjustment shall be no more than 50% of the difference between the average monthly water bill and the high water bill represented on the water claim provided the total claim adjustment amount does not exceed \$100.00.
- e. Adjustments will only be considered after repairs have been made. The claimant shall present to the City Manager sufficient proof of repair of the water line break or leak by providing a receipt for repair parts or an invoice from a plumber for the repair, or justifiable cause for the neglect.
- f. No claim shall be considered if the claimant is not current with payment of his/her monthly water bill as of the date the claim is submitted.
- g. All claims shall be presented to the City Manager who shall review the claim for fulfillment of the above conditions. Pursuant to Rio Dell Municipal Code Title 13, Chapter 13.05.030, as may be amended, the City Manager is hereby authorized to administratively settle claims meeting the minimum standards as set forth in Section 3 of this Resolution without further approval of the City Council of the City of Rio Dell. Nothing herein shall, however, be construed to prevent the City Manager from seeking City Council approval of any claims presented pursuant to this Section.

SECTION 4: In all circumstances in which the claim for adjustment arose out of alleged negligent conduct by any employee or agent of the City arose out of alleged negligent maintenance or dilapidated condition of City owned property, the claim shall be submitted to the City Council for its consideration. This provision shall not, however, be construed to mean that the City Council will allow any such claims.

SECTION 5: All claims for adjustment shall be submitted within two months of the date of the water billing statement on a Water Bill Adjustment Claim Form attached hereto as "Exhibit A".

PASSED AND ADOPTED by the City Council of the City of Rio Dell this 18th day of January, 2011 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Julie Woodall, Mayor

ATTEST:

---

Karen Dunham, City Clerk



EXHIBIT A TO RESOLUTION NO. 1102-2011

**CITY OF RIO DELL  
WATER BILL ADJUSTMENT CLAIM FORM**

Instructions

1. Only claims exceeding an average water bill by \$10.00 or more are eligible for adjustment.
2. Present this form (with receipts for corrective measures) to the Water Department at City Hall after completion.

NAME OF CLAIMANT: \_\_\_\_\_

MAILING ADDRESS OF CLAIMANT: \_\_\_\_\_

ADDRESS OF WATER SERVICE: \_\_\_\_\_

MONTH AND REASON FOR EXCESSIVELY HIGH WATER BILL:

\_\_\_\_\_  
\_\_\_\_\_

Only claims involving water line leaks, breaks, excusable neglect or City negligence will be considered.

I HAVE MADE THE FOLLOWING REPAIRS TO MY WATER SYSTEM:

\_\_\_\_\_  
\_\_\_\_\_

No adjustment will be considered unless appropriate repairs or corrective measures have been taken. Attach copies of receipts.

I, \_\_\_\_\_ (Print name), declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration was signed on \_\_\_\_\_, 20 \_\_\_\_, at Rio Dell, CA.

\_\_\_\_\_  
City Clerk, City of Rio Dell - Witness

\_\_\_\_\_  
Signature of Claimant

**THIS SIDE TO BE COMPLETED BY CITY STAFF ONLY**

Number of claims submitted by claimant during previous 24 months at any location and number of claims submitted by any claimant involving the same metered location: \_\_\_\_\_

Dates and locations of such claims: \_\_\_\_\_

Claimants are allowed only **ONE** adjustment in any 24 month period.

Does the claimant's reason for the requested adjustment constitute justifiable cause for the requested adjustment? \_\_\_\_\_

Has the claimant made sufficient repair or taken other appropriate corrective measures to reasonably prevent repeated problems? \_\_\_\_\_

Are copies of receipts attached? \_\_\_\_\_

Is claimant current on payment of water bill as of the date of submittal? \_\_\_\_\_

What is the amount of the disputed bill? \_\_\_\_\_

What is the claimant's average historical water bill? \_\_\_\_\_

What is the difference? \_\_\_\_\_ 50% credit amount is: \_\_\_\_\_

Period used to calculate average water bill? \_\_\_\_\_

CITY MANAGER'S DISPOSITION:

APPROVE CLAIM \_\_\_\_\_ DENY CLAIM \_\_\_\_\_

CITY MANAGER SIGNATURE \_\_\_\_\_

---

675 Wildwood Avenue  
Rio Dell, CA 95562  
(707) 764-3532



To: Honorable Rio Dell City Council

From: Graham Hill, Chief of Police

Through: Ron Henrickson, City Manager

Date: January 18<sup>th</sup>, 2011

Subject: Reserve Police Officer Ordinance

### **Council Action**

Receive and adopt Ordinance NO. 271-2011 and make this ordinance effective immediately pursuant to Government Code 36937(b).

### **Background**

The existing Ordinance (Ordinance NO. 25) that establishes a Reserve Police Officer program for the City of Rio Dell is outdated and does not conform to current law. The City has received a legal opinion on the current ordinance and it has been recommended the City take immediate action to repeal and adopt a new ordinance in compliance with current law

### **Budgetary Impact**

The budgetary impact of maintaining a Reserve Police Officer Program is dependent upon the number of Reserve Police Officers that are participating. There are provisions within this ordinance that require the Chief of Police to monitor the costs of the program and that require the City Manager's approval in regards to the size of the Reserve Officer Program.

## **Recommendation**

It is recommended that the City Council consider this item as an Emergency Action item as defined by Government Code Section 36937(b). The Police Department is currently operating with one Reserve Police Officer and would not be able to use that officer in the case of an emergency without having a legal Ordinance under which to operate, therefore placing the public at increased risk, and increasing the City of Rio Dell's legal liability. Not having a compliant ordinance that establishes a Reserve Police Officer program exposes the Police Department to an increased level of risk as well as inhibits our ability to use all of our resources effectively in the interest of public safety.

ORDINANCE NO. 271-2011

ESTABLISHMENT OF RESERVE POLICE OFFICER UNIT

AN ORDINANCE ESTABLISHING A RESERVE POLICE OFFICER UNIT TO SUPPLEMENT AND ASSIST REGULAR SWORN POLICE OFFICERS IN THEIR DUTIES WITHIN THE CITY OF RIO DELL.

**WHEREAS**, the City of Rio Dell has been operating with an outdated Ordinance to establish a Reserve Police Officer Program, and needs to update that Ordinance in order to be in compliance with current law and best practices; and, it is the desire of the City of Rio Dell to reestablish and maintain a Reserve Officer Program for the purpose of supplementing and assisting our regular sworn police officers in their duties.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Rio Dell does hereby repeal Ordinance 25 and adopts Ordinance NO. 271-2011 as follows:

**Purpose and Scope:**

The Rio Dell Police Department Reserve Unit is established to supplement and assist regular sworn police officers in their duties. This unit provides professional, sworn volunteer reserve officers who can augment regular staffing levels. Qualifying persons may be appointed to the position of Reserve Police Officer in the following categories pursuant to California Penal Code § 832.6 et seq.: Level 1 Reserve Police Officer, Level 2 Reserve Police Officer, Level 3 Reserve Police Officer.

The Rio Dell Police Department Reserve Program is a volunteer program and does not provide compensation or benefits to participants. Persons appointed shall be covered by Workers Compensation Insurance in compliance with California Labor law. Persons appointed to the Rio Dell Police Department in the capacity of a Reserve Police Officer shall be provided with basic membership in the California Reserve Police Officers Association.

## **Selection and Appointment**

All applicants shall be required to meet and pass the same pre-employment background procedures, pursuant to State of California standards, as regular full-time sworn police officer candidates before appointment. Candidates must meet minimum standards for Reserve Police Officer as set by the California Commission on Peace Officer Standards and Training prior to appointment. Candidates shall be selected and appointed by the Chief of Police.

The maximum number of Reserve Police Officers shall be recommended by the Chief of Police and approved by the City Manager, and may change from time to time based on current conditions of the City and the Police Department.

## **Equipment**

Reserve Police Officers shall be supplied with basic equipment upon appointment for use while they are serving in the capacity of Reserve Police Officer for the Rio Dell Police Department.

## **Reserve Program Oversight**

The Chief of Police or his/her designee shall be the Reserve Police Officer Coordinator and shall have the responsibility of:

1. Assignment of Reserve Officer personnel
2. Conducting Reserve Officer meetings
3. Establishing call-out procedures
4. Completing Reserve Officer performance evaluations
5. Monitoring individual officer performance

The Chief of Police shall have overall responsibility for monitoring and maintaining the Reserve Officer Program for the Rio Dell Police Department at or above the state standard. Program performance and costs shall be monitored by the Chief of Police and reported to the City Manager upon request.

## **Training Requirements**

Training Standards shall meet or exceed standards set by the California Commission on Peace Officer Standards and Training. Field training requirements shall meet state

standards and shall not be less than those field training requirements in place for full-time regular officers.

**Peace Officer Powers**

Reserve Police Officer shall only have police officer powers under the conditions set forth in Penal Code § 830.6, and California Penal Code § 832.6 et seq.

I HEREBY CERTIFY that the foregoing Ordinance was duly introduced, passed and adopted at a regular meeting of the City Council of the City of Rio Dell, held on the 18<sup>th</sup> day of January, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

Julie Woodall, Mayor

ATTEST:

---

Karen Dunham, City Clerk



*675 Wildwood Avenue*

*Rio Dell, CA 95562*

*(707) 764-3532*

TO: Honorable Rio Dell City Council  
FROM: Ron Henrickson, City Manager *RH*  
DATE: January 18, 2011  
SUBJECT: Compensation Committee Report Public Hearing

**Council Action:**

By motion open the public hearing. After comments Council can close the public hearing or continue it to February 1, 2011.

**Background:**

On January 4, 2011, the Council received and filed the Compensation Committee's Report and set a public hearing on January 18<sup>th</sup> to solicit public comments on the report. The report recommends restructuring and reorienting City government. The report was posted on the City website January 5<sup>th</sup>.